

**CHANGES IN THE 2015-2017 COLLECTIVE
BARGAINING AGREEMENT BETWEEN THE
STATE OF MINNESOTA AND AFSCME, COUNCIL NO. 5
UNIT 8 – CORRECTIONAL OFFICERS**

Unless otherwise indicated, all changes are effective January 16, 2016.

ARTICLE 1 – PREAMBLE

Technical change of effective date.

ARTICLE 2 – RECOGNITION

No change.

ARTICLE 3 – UNION SECURITY

No change.

ARTICLE 4 – SENIORITY

Section 2. Seniority Earned Under Previous Collective Bargaining Agreements.
Technical date change.

ARTICLE 5 – HOURS OF WORK

Section 1. General. D. Shift Exchanges. 2. Increased the number of shift exchanges permitted each fiscal year from twenty-eight (28) to thirty-three (33).

ARTICLE 6 – OVERTIME

No change.

ARTICLE 7 – HOLIDAYS

Section 2. Observed Holidays. A. Deleted specific calendar dates for holidays and instead only listed actual observed holidays.

ARTICLE 8 – VACATION LEAVE

Section 6. Vacation Transfer and Liquidation. Technical change to clarify the few circumstances under which vacation is liquidated in cash rather than liquidation into the employee's Health Care Saving's Plan (HSCP).

Section 6. Vacation Transfer and Liquidation. Technical change, moving the phrase, “Except in the event of death of employee, vacation liquidation shall not exceed two-hundred sixty (260) hours”, to end of the section.

Section 7. Vacation Donation Program. Modified language so that employees may donate up to forty (40) hours instead of twelve (12) hours accrued vacation which is the amount allowable under state law.

ARTICLE 9 – SICK LEAVE

Section 3. Sick Leave Use. B. Others. Modified language changing the cross-reference date to August 15, 2014 in conjunction with new letter added to the back of contract addressing the recent expansion of state law.

ARTICLE 10 – LEAVES OF ABSENCE

No change.

ARTICLE 11 – JOB SAFETY

Section 3. Employee Safety.E. Technical change, replacing the term VDT/CRT with “computer”.

Section 7. Policy of VDT Ergonomics. Technical change of terms replacing VDT with “computer”.

ARTICLE 12 – VACANCIES, FILLING OF POSITIONS

Section 2. Employment Condition. A. Hours of Work.2. Part-time. Include part-time employment condition definition into the Unit 8 labor agreement.

Section 7. Filling Positions. E. Other. 4. Multi-Source Recruitment and Selection System. Added new language so that Corrections Officer 2 employees must successfully complete probation before promoting to the Corrections Officer 3 level.

Section 10. Probationary Period A & B. Delete the language that has the date October 23, 1995, wherever listed in these sections.

Section 10. Probationary Period. C. 1. 50% or Greater Time Employees. Technical change to delete reference to approval from the Legislature of LCC.

ARTICLE 13 – PROMOTIONAL RATINGS

No change.

ARTICLE 14 – TRANSFERS BETWEEN AGENCIES

No change.

ARTICLE 15 – LAYOFF AND RECALL

No change.

ARTICLE 16 – DISCIPLINE AND DISCHARGE

Section 3. Disciplinary Procedure 1. Oral Reprimands. Modified language so that oral reprimands are no longer grievable.

Section 3. Disciplinary Procedure 4. Vacation Reduction in Lieu of Suspension. Added new language allowing the Appointing Authority to discipline by reducing an employee's vacation reduction in lieu of suspension. The vacation reduction is limited to one (1) shift of eight (8) or ten (10) hours. Technical re-numbering of remaining disciplines listed.

Section 7. Personnel Files.C. 1. Removing Material from File. Modified language so that upon the employee's request, oral reprimands can be removed from the supervisor's file after six (6) months provided no other disciplinary action has been taken against the employee in that time frame. Technical re-numbering.

ARTICLE 17 – GRIEVANCE PROCEDURE

No change.

ARTICLE 18 – WAGES

Section 2. Conversion. Effective July 1, 2015, employees shall be assigned to the same relative step within the salary range for their class except as specified below.

Employees who are paid a rate which exceeds the maximum rate for their class prior to the implementation of this Agreement, but whose rate falls within the new salary range for their class, shall be assigned to the maximum of the new range.

Employees whose salaries as of June 30, 2015 equal or exceed the new maximum rate for their class shall not receive a salary adjustment, but these employees shall not receive a reduction in pay.

Section 3. First Year Wage Adjustment. Effective July 1, 2015, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. Employees convert to the new compensation grid as provided in Section 2, Conversion.

Section 4. Second Year Wage Adjustment. Effective July 1, 2016, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. This salary adjustment shall be given to all employees including those employees whose rates of pay exceed the maximum rate for their class.

Section 9. Severance Pay. Clarify that for reasons other than discharge, employees with ten (10) years of continuous State service who are immediately entitled to receive an annuity under a State retirement program are eligible to receive severance pay upon separation (rather than upon retirement).

Employees whose severance and vacation payouts combined total less than five hundred dollars (\$500) shall receive such payments in cash.

ARTICLE 19 – INSURANCE

Technical date changes.

Section 2. Eligibility for Group Participation. D. Continuation Coverage
g. Clarification: a covered employee's ~~entitlement to or~~ enrollment in Medicare.

Section 3. Eligibility for Employer Contribution. B. Partial Employer Contribution – Basic Eligibility. 2, addition to text:

Employees who hold part-time appointments **or seasonal employees** and who are scheduled to work at least one thousand forty-four (1044) hours over a period of any twelve (12) consecutive months.

Section 4. Amount of Employer Contribution. Technical date changes.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. Technical date changes.

Section 5. Coverage Changes and Effective Dates. A. When Coverage May Be Chosen.
1. Newly Hired Employees. Insert new language:

If an employee does not choose a health plan administrator and primary care clinic by their initial effective date, but was previously covered as a dependent immediately prior to their initial effective date, they will be defaulted to the plan administrator and primary care clinic in which they were previously enrolled.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options 4) Advantage Benefit Chart for Services Incurred During Plan Years. Technical date changes. Delete obsolete chart and insert new chart.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Delete obsolete language, insert new drug copayment language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Delete obsolete language, insert new out-of-pocket maximum language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 6. Post-Retirement Health Care Benefit. Clarifies that if the employee separates due to death, the \$250 benefit is paid in cash, not to the HCSP.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. a. Copayments. Technical date change, insert new coinsurance limits.

ARTICLE 20 – EXPENSE ALLOWANCES

Section 5. Meal Allowances. Technical change to remove effective dates and rates prior to January 1, 2014.

ARTICLE 21 – RELOCATION ALLOWANCES

No change.

ARTICLE 22 – WORK RULES

No change.

ARTICLE 23 – NON-DISCRIMINATION

No change.

ARTICLE 24 – MANAGEMENT RIGHTS

No change.

ARTICLE 25 – UNION RIGHTS

No change.

ARTICLE 26 – SAVINGS CLAUSE

No change.

ARTICLE 27 – HOUSING

No change.

ARTICLE 28 – NO STRIKE OR LOCKOUT

No change.

ARTICLE 29 – LEGISLATIVE RATIFICATION

Technical change to legislative session number.

ARTICLE 30 – BARGAINING UNIT ELIGIBLE WORK TRAINEES APPRENTICES

No change.

ARTICLE 31 – LABOR/MANAGEMENT COMMITTEES

Section 2.A. Statewide Committees. Deleted “VDT” and replaced with the term, “computer.”

Section 2.C. Child Care Committee. Eliminated Child Care Committee language.

Section 2.D. Parking Committee. Eliminated Parking Committee language.

ARTICLE 32 – WORKERS’ COMPENSATION

No change.

ARTICLE 33 – EMPLOYEE ASSISTANCE PROGRAM

No change.

ARTICLE 34 – ADA/WORKERS’ COMPENSATION

No change.

ARTICLE 35 – DURATION

Technical changes regarding session number, dates, and signatories.

APPENDIX A – BARGAINING UNITS FOR WHICH AFSCME COUNCIL 5 HAS EXCLUSIVE BARGAINING RIGHTS

No change.

APPENDIX B – PRORATED HOLIDAY SCHEDULE

No change.

APPENDIX B1 – PRORATED HOLIDAY SCHEDULE

No change.

APPENDIX C – PRORATED VACATION SCHEDULE

No Change.

APPENDIX D – PRORATED SICK LEAVE SCHEDULE

No Change.

APPENDIX E-1 – SALARY SCHEDULE

The salary schedule and list of classes and salaries shall be effective July 1, 2015 through June 30, 2016.

APPENDIX E-2 – SALARY SCHEDULE

The salary schedule and list of classes and salaries shall be effective July 1, 2016 through June 30, 2017.

APPENDIX F – SENIORITY UNITS

No change.

APPENDIX G – CLASS OPTIONS

No change.

APPENDIX H – JUNIOR/SENIOR PLAN

No change.

APPENDIX I – PROHIBITION OF SEXUAL HARASSMENT

No change.

APPENDIX J – APPOINTING AUTHORITY/DESIGNEE'S DUTY TO FURNISH INFORMATION TO EXCLUSIVE REPRESENTATIVES REGARDING CONTRACT GRIEVANCES

No change.

APPENDIX K– POLICY ON VDT ERGONOMICS

Technical change replacing the term VDT with “computer” where applicable throughout this appendix.

APPENDIX L – STATUTORY LEAVES

Technical change to correct statutory references and M.S. number.

Technical change under Parenting Leave, School Conference and Activities Leave, Sick Leave Benefits: Care of Relatives.

APPENDIX M

Technical change referencing current links to the FMLA Policy, Procedure and General Memo and add link to Reimbursement for Safety Footwear Policy.

APPENDIX N – LETTERS

Delete January 16, 2009 letter regarding Reimbursement for Safety Footwear as there is link to the policy in Appendix M.

Delete February 28, 1997 letter regarding Duration of Probationary Periods.

Delete July 2, 2013 letter regarding Expansion of Sick Leave Benefits and replace with letter dated August 15, 2014.

APPENDIX O – GLOSSARY

Add definition for “liquidation”.

APPENDIX P - DRUG TESTING

No change.

APPENDIX Q – HIGH COST CENTERS FOR MEAL REIMBURSEMENT

No change.